



STAFF REPORT

SAUSALITO CITY COUNCIL

AGENDA TITLE:

Accept resignations of three members of the Arts Commission

RECOMMENDED ACTION:

Accept resignations of three members of the Arts Commission

BACKGROUND and SUMMARY

A combination of philosophical differences and personality conflicts among Arts Commission members, as well as a pervasive feeling that the Arts Commission has not been moving at an active pace to achieve many of its goals has resulted in the submittal of resignations from three more members of the Arts Commission.

The members who have submitted their resignations since the June 10 Council meeting include:

- Jeffrey Axelrod, member with a term that was scheduled to extend through January 2011
- Nancy Forrest, member with a term that was scheduled to extend through January 2010
- Hines, member with a term that was scheduled to extend through January 2011

These resignations follow on the heels of the resignation of Sandra Macleod White, which was accepted by the City Council at its June 10, 2008 meeting.

ISSUES

With the resignation of these latest three members, the Arts Commission is left with only three members: Joshua Goldstein, Mary Lee Bickford and Bob Woodrum. The Arts Commission is set up as an eleven-member board, with nine voting members and two advisory members. Since it is obvious that the Commission cannot achieve a quorum, it is rendered inactive until some action is taken to review and remedy the persistent problems that have affected the Commission for the past year or more.

Staff continues to recruit and accept applications from candidates interested in appointment to the Arts Commission, but Council may wish to schedule a discussion item on a future Council agenda about possible ways to address the problems of this Commission.

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FISCAL IMPACT: NA

STAFF RECOMMENDATION

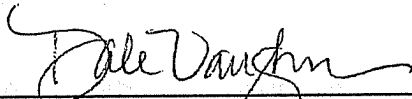
1. Accept the resignations of the three members of the Arts Commission who have submitted resignations from service on that Commission since the June 10, 2008 Council meeting.
2. Council may wish to consider scheduling a discussion of possible actions to address the declining interest in and membership on the Arts Commission for a future Council agenda.

ATTACHMENTS

Letters of resignation from:

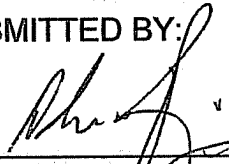
- Jeffrey Axelrod
- Nancy Forrest
- Hines

PREPARED BY:



Dale Vaughn
Administrative Services Manager

SUBMITTED BY:



Adam W. Polizer
City Manager

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Dale Vaughn

From: jeff axelrod [axelrodart@yahoo.com]
Sent: Tuesday, June 17, 2008 8:04 AM
To: Dale Vaughn
Subject: tuesday

to the City of Sausalito
to the attention of Dale Vaughn
Do to personal reasons I am handing in my resignation for my position on the Sausalito Art Commission effective june 17. 2008 - I will be available to help out the commission in the future on a volunteer basis only - Jeffrey J. Axelrod 415.637.0298 6/17/08

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions. This is essential for ensuring the integrity of the financial data and for providing a clear audit trail. The records should be kept up-to-date and should be accessible to all relevant parties.

2. The second part of the document outlines the procedures for handling incoming payments. It is important to ensure that all payments are recorded promptly and accurately. This includes verifying the amount and the source of the payment, and ensuring that the funds are deposited into the correct account.

3. The third part of the document describes the process for issuing invoices. Invoices should be issued promptly and accurately, and should clearly state the amount due and the terms of payment. It is also important to keep copies of all invoices for future reference.

4. The fourth part of the document discusses the process for reconciling the accounts. This involves comparing the company's records with the bank statements to ensure that they match. Any discrepancies should be investigated and resolved promptly.

5. The fifth part of the document outlines the process for preparing the financial statements. These statements provide a summary of the company's financial performance over a period of time, and are essential for providing information to management and other stakeholders.

6. The sixth part of the document discusses the process for managing the company's cash flow. This involves monitoring the company's income and expenses, and ensuring that there is sufficient cash available to meet the company's obligations.

7. The seventh part of the document describes the process for handling bad debts. This involves identifying accounts that are overdue, and taking steps to collect the outstanding amounts. It is important to have a clear policy in place for handling bad debts.

8. The eighth part of the document discusses the process for managing the company's tax obligations. This involves keeping track of all tax-related transactions, and ensuring that the company's tax returns are filed accurately and on time.

9. The ninth part of the document outlines the process for managing the company's assets. This involves keeping track of all assets, and ensuring that they are properly maintained and protected. It is also important to have a clear policy in place for disposing of assets.

10. The tenth part of the document discusses the process for managing the company's liabilities. This involves keeping track of all liabilities, and ensuring that they are paid on time. It is also important to have a clear policy in place for managing liabilities.



June 13, 2008

Ms Dale Vaughan
Sausalito City Hall
420 Litho Street
Sausalito, CA 94965

Hello Dale,

It is with sadness that I send this letter announcing my resignation from the Sausalito Arts Commission.

Personality conflict and ethical issues have put me in a difficult position where I no longer feel I can be an effective, contributing member.

I thank you for the opportunity, I wish all the Commissioners well and hope that they are able to create a positive working dynamic. I will continue to find opportunities to be of service in this community.

Sincerely,

Nancy Forrest

Enclosure

cc: Jonathan Leone, Sausalito City Council
Adam Politzer, Sausalito City Manager
Joshua Goldstein, Sausalito Arts Commissioner

Nancy Forrest Design

60 Rodeo Avenue
Sausalito, California 94965
Telephone: 415.272.1200
nfdesign8@comcast.net

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Received 6-09-08
-EV

June 7, 2008

Dale Vaughn
Administrative Services Manager
City of Sausalito
420 Litho Street
Sausalito, Ca. 94965

Dear Dale Vaughn,

It is with great regret that I must inform you that due to personality conflicts I am resigning from my position as Commissioner and Treasurer of the Sausalito Arts Commission as of Monday, June 9, 2008. I thank you and City Council for giving me the opportunity to be of service to the community by serving on the Sausalito Arts Commission and apologize for not being able to complete my term of service.

Sincerely,



Hines
327 Locust Street #4
Sausalito, Ca. 94965
(415) 332-2814

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